

OFFICE OR STAFF TRAINING OFFICE			OFFICE CODE U	REQUEST DATE 10 November 1953	APPROVAL DATE 1053	CONTROL NO. CIA-RDP78-03568A000600030002-0	Page of Pages	
DELETIONS			ADDITIONS			NET CHANGE	ORGANIZATION CODE	
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	NEW BR. & DIV. TOTALS	(Machine Records)	
<u>ASSESSMENT &amp; EVALUATION STAFF</u> <u>PSYCHOLOGICAL ASSESSMENT BRANCH</u> <u>PSYCHOLOGICAL TEAM NO. 2</u>			<u>ASSESSMENT &amp; EVALUATION STAFF</u>					
Psychologist	GS-180 11	311.01	Psychologist	GS-180 13	1027			
	25X1A		Psychologist	GS-180 13	1027.01			
Psychologist	GS-180 12	310.02	Psychologist	GS-180 13	1027.02			
<u>OPERATIONAL ASSESSMENT TEAM</u>			<i>Di- 10/8/53</i>					
Psychologist	GS-180 11	311.03						
Action by request of the Director of Training dated 10 November 1953. No change in T/O Strength.								
NEW OFFICE TOTALS			APPROVAL					
T/O Strength		25X9	The T/O changes listed above are hereby approved. Please make changes on office records as necessary. Retain this authority until new machine printed T/O page(s) is received.					
CONFIDENTIAL Security Information			Chief, Class. & Wage Div. TITLE					

10 November 1953

MEMORANDUM FOR: Classification and Wage Division  
Personnel Office

SUBJECT: Reclassification of Positions

1. Owing to increased responsibilities and changing functions of the Assessment and Evaluation Staff, a thorough internal reorganization and realignment of T/O will be proposed in the near future as a basis for a complete survey. Since last surveyed, the A & E function has been changed from a branch to a staff function, formerly serving clandestine operation only and now charged with the responsibility for furnishing the same type of service to the overt side of the Agency. Requests for overseas use of A & E services also appear to be increasing. These increases in responsibility have not been recognized in the A & E Staff's T/O structure.

2. The urgency of coming events makes it desirable to request reclassification of GS-11 Slot 311-01, GS-11 Slot 311-03, and GS-12 Slot 310-02 to GS-14's. Chief, Assessment and Evaluation Staff, is taking an extensive trip, beginning 26 November, for recruiting purposes as well as for other reasons. His trip will serve its recruiting purpose much more effectively if this request for reclassification of these three positions is granted.

3. The need for reclassification arises from the following circumstances:

a. The technical and professional nature of the process of psychological assessment, especially that for clandestine services, and evaluation of students while in all OTR training classes requires personnel of the highest qualification and experience. While in a staff position, recommendations made by A & E psychologists contribute to decisions concerning some of the most sensitive problems in the Agency.

b. The requests that are being made of the Assessment and Evaluation Staff [redacted]

[redacted]  
as well as advising on psychological problems encountered in overseas stations cannot be adequately fulfilled in terms of the present staff structure. Three GS-14 branch chiefs are currently authorized. The three additional GS-14's requested will in effect be used as co-chiefs of the branches. With this arrangement, one high level person from each branch would be continually available for rotation to overseas assignment

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- 2 -

to meet the requests that are made. This past fall, in order to meet a special request on the part of FE, the chief of the Research Branch went overseas. Since he was the only senior psychologist available in the Research Branch, this meant that the work of this branch limped until his return. It is desired to avoid any recurrence of loss of efficiency for such reasons.

(1) It cannot be emphasized too strongly that success in these overseas assignments requires not only high professional skill, but training and experience at Headquarters. Recruiting people at this time means that they will not be aboard until at least 1 September. They should have a minimum of one year's experience in Headquarters before given a rotational overseas assignment. Their being aboard, however, would make it possible to release others with experience for such assignments.

4. Because of the imminence of Chief, A & E's, trip, an early reply will be especially appreciated.



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MATTHEW BAIRD  
Director of Training

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